

TOWN OF CHATHAM
488 State Route 295
Chatham, New York 12037

TOWN BOARD MEETING MINUTES
held virtually
July 16, 2020
630 PM

PRESENT

Supervisor Donal Collins, Councilmembers Vance Pitkin, Abi Mesick, John Wapner, Kevin Weldon, CAATS Tammy Shaw, Town Clerk Beth Anne Rippel, Town Attorney Tal Rappleyea, Recreation Director Mike West.

Collins called the meeting to order and followed with the pledge to the flag.

PUBLIC COMMENT

None

CORRESPONDENCE

- | | | |
|----|-------------------|------------------------|
| 1. | Tom Ehrich | Re: TB Pandemic Focus |
| 2. | Judi Matthews | Re: STR |
| 3. | Carol Moore | Re: TB Proceedings |
| 4. | Cindy Bobseine | Re: STR |
| 5. | Dorothy Cummings | Re: STR |
| 6. | Elizabeth DiPalma | Re: Affordable Housing |
| 7. | Sally Simmons | Re: STR |
| 8. | Rebecca Endicott | Re: Bonsa |

REPORTS on File

1. Assessor
2. Code Enforcement/Building Inspector
3. Dog Control
4. Environmental Management Council
5. Finance Department
6. Highway Department
7. Justice Court
8. Office of the Aging Advisory Board
9. Recreation Director

10. Supervisor's Report
11. Town Clerk

SUB-COMMITTEE REPORTS

1. Report by Councilman Wapner and Councilman Weldon Parks & Recreation Committee.

Report read by Wapner:

"We met on benches outside the small pavilion. We practiced social distance and wore masks

We reviewed with Mike how he feels opening is going. He feels it is manageable and park goers are abiding by the rules. No specific changes. We discussed where we go from here. There was consensus that if we can move forward in an orderly and timely fashion we should do as much as we can safely and evaluate what we can afford to offer the community. There seemed to be an agreement that being outside engaging in activity safely is important to all age groups. Extending what we offer for August and the fall and perhaps winter will also move forward our goal of a year around rec program and extending the use of the Pavilion which should be finished by mid-September.

I advised the group that this is a great proposal but that several administrative/board issues need to be clarified before feeling it is something we can accomplish.

The board needs to back the general idea of opening the park to more safe activities

If the board can get that far then the board has to agree to a way of communication surrounding the ongoing safety the activities. As part of this the board will have to agree to an objective and hopefully science-based criteria for evaluating the ongoing status of these activities.

The board will need to re-hire Nick and allow Mike to spend his time being a Recreation Director working on the development of these programs.

If we can agree to all of this, we need to approach CARP and ask that group to see if the grants they quickly pursued can be redirected to these activities and away from the beach front. I think we have to stress that we can be reliable partners."

Wapner continued:

Our goal is not to do as little as possible but as much as possible. Our goal is to recognize that people need to recreate and can do so safely if we're careful. If we had a consensus on what we're doing at the park and we do what we could to move that forward we would have had a very different outcome. We can't rely on haphazard communications and hearsay and people acting in ways that they chose to in order to enforce these rules

2. Report by Supervisor Collins Citizens Finance & Planning Committee.
Collins reported that there will be a presentation at the August 6 workshop on the Town's finances and where we stand.
3. Report by Councilman Weldon Climate Smart/Action Task Force Committee.
Weldon reported that they will be rewriting and resubmitting their application to NYSERDA. A presentation to the Board on updating the street lighting is up coming. The recycling subcommittee is working on getting manufacturers to produce packaging which is recyclable.
4. Report by Councilwoman Mesick Communications Committee.
Mesick reported that there isn't much going right now but the committee can meet virtually is need be. Shaw reported that the website is going well as is FB, we currently have 570 followers. New additions to the website are the COVID19 information page and the Broad Band survey on the Home page. The goal has been to get all departments to regularly update and maintain their own pages on the website. As of April 30 Mike West, Rec. Director was given logon access as was Erin Reis for PB, ZBA and Building department .
5. Report by Councilwoman Mesick Comprehensive Plan Update Review Committee.
Mesick reported that the committee is anxious to begin meeting in person again, perhaps at PS21 or the Park.
6. Report by Councilman Pitkin Broadband Committee
Pitkin reported that they've had 75 surveys submitted and are planning on doing a blanket mailing to the community to encourage residents to fill out the survey. They'll need about \$700.00 for the mailing. Senator Jordan's office will assist by doing an E-blast to help spread the word. Residents are submitting petitions from their areas regarding the need for better broadband.

NEW BUSINESS

1. EV WATTS Data Collection- Councilman Weldon
Weldon will draft the resolution for the next meeting.
2. Town Court Lease Renewal
Mesick asked what the terms are for termination. Collins has spoken to Mayor Howe and the Village Board said that they do not want to install a lift in the Tracy. Mesick said that our court needs to be ADA compliant. Collins will address the questions with Mayor Howe and call a special meeting if necessary as the lease runs out on July 31.
3. Project to benefit Community Youth- Councilwoman Mesick
Mesick would like to work towards finding a way to encourage young adults and families to remain in the area. What can be done to help facilitate this? Wapner added that it's a sad situation and which the school district is also grappling with.

OLD BUSINESS

1. Amended Contracts for Entities using Crellin Park – PS21 will be hosting an event and would like to use the parking lot at Crellin Park. A motion was made by Collins and seconded by Weldon to proceed with the agreement between PS21 and the Town of Chatham for the use of the Crellin Park parking lot on August 6, 2020 with the amended FUF. Motion carried. They will be asked to fill out the “Facilities Use Form” for this event. They will have to provide liability insurance. Rappleyea will take a look at the “Facilities Use Form”.

Collins would like to thank PS21 for hosting the Town Planning Board, the venue was the perfect place to hold a meeting. The Board is grateful for their generosity. Rappleyea was also at the PB meeting and said that it was an enjoyable event. Mesick asked what can we do if someone is not wearing a mask and social distancing, do we have a protocol for that. West has a protocol for the meeting they held at the pavilion. West assumes that any rule you put in place is enforceable. Masks will be worn when social distancing is not possible. You start with a polite ask if someone isn't wearing a mask, if they refuse they'll have to leave the premises. If they refuse to leave the authorities will be called.

a) All Protocols Established – discussion was had on protocol while using the park. A motion was made by Wapner and second by Weldon to open the North Pavilion at Crellin Park to small groups. Motion carried.

West suggested an amendment to paragraph 12 (of the Reds Contract) about not allowing signage on fencing at the Park. West would like to personally do away with that. It helps local business in the community and the Red's run a more affective program. Wapner agrees. There has been a prohibition of that in general, it's unnecessary and really it's an opportunity for everyone to “do some good advertising.” Wapner doesn't think it ruins the ambiance of the Park. Everyone agreed to strike section 12. Rappleyea will take care of that.

RESOLUTIONS

1. **Resolution #100-20** to accept the Town Accountant's Financial Supervisor's Report. Offered by Weldon and seconded by Mesick.

VOTE

AYE Collins, Pitkin, Mesick, Wapner, Weldon NAY None Resolution adopted.

2. **Resolution #101-20** to accept the Financial Abstract as presented to pay the Town bills.

Offered by Weldon and seconded by Mesick.

VOTE

AYE Collins, Pitkin, Mesick, Wapner, Weldon NAY None Resolution adopted.

3. **Resolution #102-20** to approve Town Board Meeting minutes for June 4 and June 18, 2020. Offered by Collins and seconded by Wapner.

VOTE

AYE Collins, Pitkin, Mesick, Wapner, Weldon NAY None Resolution adopted.

4. **Resolution #103-20** to adopt *LGS-1* municipal retention schedule.

RESOLVED, By the Chatham Town Board of Chatham, New York that *Records Retention and Disposition Schedule for New York Local Government Records (LGS-1)*, issued pursuant to Article 57-A of the Arts & Cultural Affairs Law, and containing legal minimum retention periods for local government records, is hereby adopted for use by all officers in legally disposing of valueless records listed therein.

FURTHER RESOLVED, that is accordance with Article 57-A:

- a) Only those records will be disposed of that are described in *Records Retention and Disposition Schedule for New York Local Government Records (LGS1)*, after they have met the minimum retention periods described therein;
- b) Only those records will be disposed of that do not have sufficient administrative, fiscal, legal, or historical value to merit retention beyond established legal minimum periods.

Offered by Mesick and seconded by Weldon.

VOTE

AYE Collins, Pitkin, Mesick, Wapner, Weldon NAY None Resolution adopted.

5. **Resolution #104-20** to authorize Supervisor to sign Town Court Lease Renewal.

WHEREAS, the Town of Chatham has been leasing from the Village of Chatham, the second floor of the Tracy Memorial Building, located at 77 Main Street, Chatham, New York for town justice, clerk offices and the Town Court, and **WHEREAS**, the Village of Chatham has provided a new lease for the approximate 2200 square feet of floor space on the second floor of the Tracy Memorial Building at a monthly rent of \$1,650.00, and **WHEREAS**, the Town of Chatham and the Village of Chatham wish to enter into a lease agreement for said Town Court and office space for a one-year period, and **NOW THEREFORE BE IT RESOLVED**, that the Town Board approves the Village of Chatham lease for a period of one-year at the monthly rate of \$1,650.00 for the period of August 1, 2020 to July 31, 2021 and authorizes the Town Supervisor to sign the Lease Agreement.

TABLED

6. **Resolution #105-20** to approve the Agreement by and between the Town of Chatham and the Chatham Reds Baseball Team at Crellin Community Park. **WHEREAS** the Town of Chatham Town Board wishes to enter into an agreement with the Chatham Reds, a not for profit corporation organized to operate a legacy travel baseball program for young adults ages 7-14 years which seeks to use the baseball field area on a non-exclusive basis, and **WHEREAS** the agreement term is for one (1) year beginning from the date agreement is signed, and **NOW THEREFORE BE IT RESOLVED** the Town Board approves the terms of the agreement with the Chatham Reds and authorizes the Town Supervisor to sign the agreement as of July 16, 2020, the approval date of this resolution.

Offered by Weldon and seconded by Wapner.

VOTE

AYE Collins, Pitkin, Mesick, Wapner, Weldon NAY None Resolution adopted

OTHER BUSINESS

Mesick said that the incorrect STR draft was published in the Columbia Paper. She called the paper and pointed that out. (Emilia said the correction was printed and she apologizes for the error.)

Wapner wants a commitment from the Board which will show that they support moving forward with activities at Crellin Park. They (the Board) should “give West back his job” full time. Wapner said that they don’t want him mowing at the Park when he could be working on upcoming activities for the recreation program. . Collins asked that West put together whatever it is that he’s proposing and the Board will look at it. Pitkin feels that what Wapner is proposing is too vague and they can’t make any commitment unless they actually see the activities that they are to be supporting.

PUBLIC COMMENT

Emilia Teasdale said the correction was printed and she apologized for the error.

Cindy Bobseine is happy to see that correspondence is posted. She wanted to know whether Collins was going to respond to Rebecca Endicott’s letter regarding Bonsa. Collins explained that this is an ongoing legal matter. Bobseine is circulating a petition for broadband.

The Public Hearing scheduled for August 6 will be a virtual meeting as allowed by Executive Order. The Board will be voting at that time unless changes need to be made.

Gabriella Sperry wants a resolution to authorize payment for the mailing for the Broadband mailing.

On a motion by Collins, second by Weldon and carried the meeting adjourned at 8:30 PM. Motion carried.

Respectfully submitted by,

Beth Anne Rippel, RMC
Town Clerk